



**Iowa Democratic Party
Caucus Training Series:
*Media Training Caucus Guide***

Table of Contents

Introduction	P. 3
Caucus History	P. 4
Caucus Agenda	P. 5
Caucus Night Tips	P. 6
Caucus Registration	P. 6
Rules for Observers	P. 7
Rules for Media	P. 7
Caucus Called to Order	P. 7
Iowa Democratic Party Presentation	P. 8
Letters and Nomination Petitions	P. 8
Election of Permanent Officers	P. 8
Determining Viability	P. 9
Formation of Preference Groups	P. 10
Realignment	P. 11
Awarding Delegates	P. 11
Reporting the Results	P. 13
Electing Delegates	P. 14
Ratification of the Slate	P. 14
Election of Co. Convention Comm. Reps	P. 15
Election of Precinct Committee Persons	P. 15
Resolution Discussion and Adoption	P.16
New Business/Adjournment	P. 16
Appendix A – Frequently Asked Questions	P. 17
Appendix B – Delegate Apportionment	P. 18
Appendix C – State Delegate Equivalency	P. 24

Introduction

The purpose of this guide is to familiarize reporters who will be covering the Democratic caucuses in Iowa with what will happen on caucus night. The Iowa Democratic Party (IDP) caucuses are unique elections and different than the Republican caucuses and this uniqueness requires thorough explanation in order to get accurate readings as to what all the procedures and numbers mean. In addition to this guide, we hope to conduct media training sessions on the caucuses either in person or over the phone/web to ensure that the reporting on caucus night is completely accurate. If you have any questions about the caucuses please contact the communications department at the IDP.

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Caucus History

In 1846, Iowa's political parties adopted a caucus and convention system, but the events, held in March or April were obscure local events that fell in the middle of the national presidential nominating schedule. A lot has changed and now Iowa finds itself as the first crucial test on the path to the presidential nomination.

The Iowa Democratic Caucus did not receive its First in the Nation status until 1972 when the state's Democratic leaders decided to hold the caucus in January in response to a DNC initiative encouraging greater participation in elections. That same year, George McGovern's campaign wanted to give their candidate a boost before the New Hampshire primary and the Iowa Caucus presented the perfect opportunity. McGovern organized in the state, ended up finishing second to Edmund Muskie, gained the media bump and eventually won the presidential nomination.

In 1976, the virtually unknown Jimmy Carter expanded on McGovern's strategy by campaigning extensively throughout Iowa and ended up finishing second in the Caucuses to "uncommitted." This finish helped catapult Carter to the Presidency and solidified Iowa's importance in the presidential nominating process. That year also saw the Republican Party of Iowa agree to hold their caucuses on the same night as Democrats in order to receive the same media attention. By 1980, both parties had changed their procedures to ensure that the presidential preference of the entire state would be available immediately.

Since 1976, nearly every serious presidential candidate has come to the state to convince Iowans to caucus for them on a cold January night. The 1988 caucuses saw competitive contests on both sides and candidates spent 999 days campaigning in the state. In total, Iowa has picked the eventual Democratic presidential nominee in 5 of the past 7 competitive caucuses.

Iowa has become a proving ground for presidential candidates where they need to conduct the retail politics of traveling from community to community, answering the tough questions and asking people for their support. In the modern campaign age of 30 second television ads and sound bite politics, it is important that Americans have the opportunity to truly test potential presidents and Iowa offers that opportunity.

In 2004, the Democrats held their largest caucuses ever, with over 124,000 people participating. Iowans are famous for having their minds made up by the candidates themselves, nothing else. They often ignore polling and outside rhetoric to decide their caucus preference on their own.

Currently, there are six Democrats and seven Republicans competing seriously in anticipation of the First in the Nation Caucuses for 2008, proving that Iowa's importance in the nominating process has never been greater.

Democratic Party Caucus Results

2004

John Kerry
John Edwards
Howard Dean

2000

Al Gore
Bill Bradley

1992

Tom Harkin
Uncommitted
Paul Tsongas
Bill Clinton

1988

Richard Gephardt
Paul Simon
Michael Dukakis

1984

Walter Mondale
Gary Hart
George McGovern

1980

Jimmy Carter
Edward Kennedy

1976

Uncommitted
Jimmy Carter

Republican Party Caucus Results

2000

George Bush
Steve Forbes
Alan Keyes

1996

Bob Dole
Pat Buchanan

1988

Robert Dole
Pat Robertson
George Bush

1980

George Bush
Ronald Reagan

1976

Gerald Ford
Ronald Reagan

Caucus Agenda

The caucus agenda gives reporters a good idea as to the plan for caucus night and what actually happens at a caucus:

- 1) Caucus Registration Procedures
- 2) Calling the Caucus to Order
 - a. The IDP Presentation
 - b. Letters & Nomination Petitions
 - c. Election of Permanent Officers
 - d. Nomination Petitions/Candidate Letters
- 3) Presidential Preference

- a. Determining Viability
 - b. Formation of Preference Groups
 - c. Realignment
- 4) Selecting Delegates
 - a. Awarding Delegates
 - b. Reporting the Results
 - c. Electing Delegates
 - d. Ratification of the Slate
- 5) Election of Committee Persons
 - a. County Convention Committee Representatives
 - b. Election of Precinct Committee Persons
- 6) Resolution Discussion and Adoption
- 7) Adjournment
 - a. Before Adjournment
 - b. New Business

Caucus Night Tips

- The Iowa Democratic Party is suggesting that reporters arrive at least 45 minutes to an hour early before the caucus begins
- Contact the Iowa Democratic Party before deciding on your caucus night reporting plan – we can let you know about precincts that will see greater activity than others, provide you with historical data about certain precincts, give you contact information for local party officials and leaders and answer any additional questions you may have about the caucuses

Caucus Registration

Eligible Caucus Attendees

In order to attend and participate in a precinct caucus, an attendee must be:

- A resident of Iowa and of the precinct in which they wish to participate.
- A U.S. citizen and otherwise eligible voter (18 by November 4, 2008).
- A registered voter, registered as a Democrat (they can register at the caucus).
- Signed in or in line at 7:00pm.

Observers at the Caucus

Because precinct caucuses are open meetings, non-caucus participants may have been invited to attend as observers. Guests are welcome and are given an opportunity to fully observe our process.

Youth

Young people who will not be 18 years of age by Tuesday, November 4, 2008, have been invited to attend their precinct caucus. They would be considered Youth Attendees.

Campaign Staff and Volunteers

In many, if not most precincts, presidential campaign staff and out-of-state volunteers will attend precinct caucuses to observe.

Rules for Observers

There are certain rules that must be followed by guests at the precinct caucus:

- Only eligible, registered caucus participants may vote on caucus matters or elections.
- Guests must remain quiet and not become involved in caucus discussions once the caucus is called to order.
- The caucus chair may ask that all guests be seated in an area other than the area reserved for the eligible caucus participants.
- All facilities at the caucus have been reserved for the caucus attendees and the Democratic Party. The caucus chair has first right to these facilities. The phone (landline) at a caucus site must be available to the caucus chair whenever he or she requests it.

In the event of persistent violations of these rules, the caucus chair may ask the disruptive person(s) to leave.

Rules for Media

- Members of the media must remain quiet and not become involved in caucus discussions once the caucus is called to order.
- Broadcast equipment at a caucus must be set up and used in a way that will not hinder or obstruct the participation of any caucus attendee.
- Eligible caucus participants are to be considered actively participating in the caucus from the time it is convened until it is adjourned. It is not appropriate for a reporter to interview a caucus participant while the caucus is in session unless the caucus participant agrees to leave the caucus for that purpose. (The caucus attendee will not be permitted to rejoin the caucus already in progress if they choose to leave to talk to a reporter).
- Media should not file live reports from within a caucus site due to its disruptive nature. Caucus chairs will ultimately determine whether a reporter is being disruptive.
- If a reporter is interested in doing a live shot from a caucus in progress, they must talk to the IDP beforehand. All caucus chairs have been given this information and will be in touch with the IDP about media at their specific caucus. This will make facilitating where and when to go better for everyone.
- If the caucus chair deems it necessary, media will be asked to leave the caucuses. The ruling of the caucus chair is final and should be respected immediately.

Caucus Called to Order

At 6:30 p.m. or as soon as registration is complete, the temporary caucus chair will call the caucus to order by saying "I hereby call this caucus to order." (Anyone in line to register by 7:00 p.m. will be able to finish the registration process and participate in the caucus.)

The temporary caucus chair will introduce themselves.

The caucus agenda poster will be read.

The temporary chair will explain that the primary purpose of the caucus is to:

- Elect delegates, alternates and convention committee members to the county convention.
- Discuss and adopt resolutions to be recommended to the county platform committee.
- Elect new leadership for the precinct - the precinct committee persons who will serve as voting members on the county central committee.

The IDP Presentation

IDP Contribution Request

At every caucus, the IDP will do a “pass the hat” to raise funds to help cover the costs of the First-in-the-Nation Caucuses.

Absentee Ballot Request

Early voting constitutes about 40% of the total votes for Democratic Candidates in the general elections. The temporary chair will ask caucus attendees to pick up absentee ballot request forms

Letters & Nomination Petitions

All caucus attendees are given an opportunity to read the various letters from Iowa’s elected officials and candidates that have been included in the caucus packets and sign the nomination papers if they wish.

Letters

Candidate letters may be read aloud, passed around to each attendee or posted for the attendees to read before or after the caucus.

Nomination Petitions

Each caucus attendee may sign nomination papers for as many offices as he or she chooses and additionally may sign papers for as many candidates for a single office as he or she chooses.

Election of Permanent Officers

Before any official business can occur at the caucus, permanent officers must be elected. Each caucus will elect a permanent Chair and permanent Secretary.

Those who are serving as temporary chair and temporary secretary of the caucus are encouraged to seek these offices.

The temporary chair will call for nominations for the office of permanent chair.

- Persons may nominate themselves. It is not necessary to second these nominations.

If only one person is nominated, the caucus may elect the person by unanimous voice vote:

- "All those in favor of electing _____ as permanent caucus chair, please signify by saying 'aye'."

Repeat the above steps to elect the permanent caucus secretary.

Note: Once elected, the permanent officers take over the caucus proceedings. If the temporary chair is not elected as permanent chair, he or she is still responsible for assisting the newly elected permanent chair with interpreting the materials, conducting the caucus and reporting results.

Determining Viability

In order to be entitled to elect delegates to the county convention, preference groups contain a certain minimum number of eligible caucus attendees.

Viability cannot be determined before 7:00 p.m. The Permanent Chair will count the number of eligible caucus attendees and announce the number. Viability is then determined based on the number of delegates the precinct will elect (see below).

How to determine the viability threshold:

Caucuses which elect One (1) delegate	No groups may form; the delegate must be elected by the whole caucus
---	---

No Formula Needed, delegate is elected by a majority vote

Caucuses which elect Two (2) delegates	Viable groups must contain 25% of attendees
--	--

Formula: # eligible attendees \times 0.25 = Viability Threshold

Caucuses which elect Three (3) delegates	Viable groups must contain 1/6 th of attendees
--	--

Formula: # eligible attendees \div 6 = Viability Threshold

Caucuses which elect Four (4) or more delegates	Viable groups must contain 15% of attendees
---	--

Formula: # eligible attendees \times 0.15 = Viability Threshold

Note: Round all decimals **UP** to a whole number when determining viability

Once the viability threshold has been determined, the chair will announce that number to the caucus.

Note: The viability threshold remains unchanged throughout the course of the caucus, even if attendees leave before delegates are awarded.

“What If” Scenarios

Due to the high number of presidential candidates this year, certain “what if” scenarios arise, the following is an illustration of what must be done in those situations

What if more technically viable Presidential Preference Groups form than there are delegates to award?

- There can be no more viable preference groups than there are delegates to elect from a particular precinct. If there are, the smallest groups must re-align until the number of groups equals the number of delegates to elect from that precinct.

What if the largest groups are not immediately apparent because more than one non-viable Presidential Preference Group contains the same number of eligible attendees and will not re-align?

- A game of chance is used to determine which groups may remain.
 - The Iowa Democratic Party recommends a coin toss when it is between two equal sized groups or drawing names from a hat when it is between 3 or more equal sized groups.

What if instead of re-aligning, a non-viable group decides to leave the Caucus? There are fewer people now, is viability recalculated?

- No. Viability is based on the number of eligible attendees that are present at 7:00 p.m.; once determined this number remains the fixed attendance figure for the night.

Formation of Preference Groups

Before preference groups form, the caucus chair must read the following statement to all caucus attendees:

All public meetings at all levels of the Democratic Party in Iowa shall be open to all members of the Democratic Party regardless of race, sex, age, color, creed, national origin, religion, ethnic identity, sexual orientation, economic status, disability or status. In order that the Democratic Party at all levels be an open Party, which includes rather than excludes people from participation, a program of effective affirmative action has been adopted by the Iowa Democratic Party. Discrimination on the basis of ‘status’ in the conduct of Iowa Democratic Party affairs is prohibited. [IDP DELEGATE SELECTION PLAN, § 1.B.12]

At this point the caucus will divide into preference groups.

Caucus participants have up to 30 minutes to align with a preference group.

- If the caucus wishes for more time, it should go to a vote of the whole caucus.

- When the caucus divides, the caucus chair will direct the various preference groups to different areas of the room or different rooms, as the case may be.

Note: There may be an uncommitted preference group.

Once groups form, each group will then select a preference group chair.

- The preference group chair will be responsible for collecting and reporting information from the preference group to the caucus chair and secretary.
- The preference group chair will then count their members and report the size of their preference group to the caucus chair.
- After all groups have formed, the caucus chair will count the members in each preference group and announce while groups are viable.

Realignment

At this time any preference group(s) that is not viable (has fewer members than the viability threshold) must be given an opportunity to realign.

- Non-viable groups can join with other viable preference groups or with other non-viable preference groups in order to attain viability.
- Members of viable preference groups are also allowed to realign if they so desire.

Reminder: It is not allowable to have more preference groups than there are delegates to elect. If this happens:

- The smallest preference groups must be given an opportunity to realign.
- If two preference groups are tied as the smallest preference groups, then it is necessary to flip a coin to determine which preference group must realign.

Non-viable groups may have up to 30 minutes to re-align. If the caucus wishes for more time, it should go to a vote of the whole caucus.

Awarding Delegates

After the realignment period, when all the Presidential Preference Groups have met the Viability Threshold, it is time to award delegates.

Delegates to be elected at the caucus shall be divided according to each group's size. The following formula shall apply:

$$\frac{\begin{array}{l} \text{\# of members in a} \\ \text{Presidential Preference} \\ \text{Group} \end{array}}{\begin{array}{l} \text{Total \# of eligible caucus} \\ \text{attendees} \end{array}} \times \begin{array}{l} \text{Total \# of delegates elected} \\ \text{from that precinct caucus} \end{array} = \begin{array}{l} \text{\# of delegates to be elected} \\ \text{by that group} \end{array}$$

Note: Round decimals **up** at ≥ 0.5 and **down** at < 0.5 when apportioning delegates.

Example: Carlton Precinct, Tama County

Scenario – There are 60 eligible attendees at Carlton’s Precinct Caucus. Carlton Precinct will be electing 5 delegates to the Tama County Convention:

- 22 members aligned in a Preference Group for Jefferson.
- 16 members aligned in a group for Roosevelt.
- 12 members aligned in the group for Taft.
- 10 members for Truman.

The delegate formula for Jefferson would be applied as follows:

Jefferson:

$$\begin{array}{ccc} \begin{array}{l} \text{\# of Members in} \\ \text{\# of Preference Group} \end{array} & \begin{array}{l} \text{\# of Delegates} \\ \text{To be Elected} \end{array} & \\ \swarrow & \searrow & \\ 22 & \times & 5 \\ \hline & 60 & \\ \nwarrow & & \\ \begin{array}{l} \text{\# of Eligible} \\ \text{Attendees} \end{array} & & \end{array} = 1.833 \text{ Delegates}$$

Jefferson will receive 2 delegates from the Precinct Caucus.

Applying the same math, the remainder of the candidates received:

Roosevelt: $(16 \times 5) \div 60 = 1.333 = 1$ delegate

Taft: $(12 \times 5) \div 60 = 1.000 = 1$ delegate

Truman: $(10 \times 5) \div 60 = 0.833 = 1$ delegate

Once all the delegates have been awarded, the caucus chair will inform each preference group of the number of county convention delegates that they are to elect.

“What If” Scenarios

Due to rounding, sometimes more delegates or fewer delegates are technically awarded than have been assigned to a precinct.

Note: When reviewing what if scenarios use the caucus math worksheet to go through step by step.

What if too many delegates are elected at a precinct caucus (that is, more than the number of delegates that was assigned to the precinct)?

- The Presidential Preference Group (with more than 1 delegate) that rounded up closest to but greater than .5 loses one delegate
- Observe the following example:
Scenario – There are 100 eligible attendees in Milton Precinct. Milton Precinct will be electing 4 delegates to the county convention.

Group	# of Members in Group	# of Delegates group will elect	After Rounding	Final
Truman	41	1.64	2	1
FDR	23	0.92	1	1
Jefferson	21	0.84	1	1
Kennedy	15	0.60	1	1
			5	4

Kennedy cannot lose their only delegate, therefore Truman loses the delegate because it has two delegates and its fraction is closest to rounding down.

What if too few delegates are elected at a precinct caucus (that is, less than the number of delegates that was assigned to the precinct)?

- The Presidential Preference Group that rounded down closest to but less than .5 gains one delegate
- Observe the following example:
Scenario – There are 100 eligible attendees in Milton Precinct. Milton Precinct will be electing 6 delegates to the County Convention:

Group	# of Members in Group	# of Delegates group will elect	After Rounding	Final
Truman	38	2.28	2	2
FDR	24	1.44	1	2
Jefferson	22	1.32	1	1
Kennedy	16	.96	1	1
			5	6

FDR gains the delegate because it has the largest fraction that did not round up.

What if two or more preference groups are tied for the same additional delegate or the loss of a delegate?

- A coin should be tossed to award or subtract the delegate to/from one of the preference groups.

Note: If there are an equal or lesser number of preference groups to delegates for that precinct, no Presidential Preference Group that has met the Viability Threshold may lose their only delegate.

Reporting the Results

Iowa Democratic Party Toll-Free Reporting Hotline

When the delegates for the precinct have been awarded and representatives from each preference group have signed off on the Caucus Math Worksheet, the caucus chair will immediately call into the IDP Toll-Free Reporting Line to report the results of the Caucus.

The IDP Reporting System

- Can be accessed from any touch-tone phone (cell or land based)
- Precinct chairs will receive a security code to access the system
 - Precinct Caucus Chairs will **ONLY** have access to their precinct
 - The access code and instructions are printed on the back of the precinct chair credential

Electing Delegates

Once the results of the caucus have been reported to the IDP Reporting System it is time to elect delegates. Delegates are to be elected from within each presidential preference group.

Caucuses that elect **one (1)** delegate:

- The delegate will be elected by the caucus as a whole by **majority rule**.
- Written ballots **MUST** be used. **Note:** All ballots must be signed.
- Once the delegate is elected, the presidential preference of the delegate **MUST** be reported to the Iowa Democratic Party's toll-free reporting line. Instructions are on the back of the Precinct Caucus Chair Credential.

Caucuses that elect **two (2)** delegates:

- Delegates shall be elected by a simple majority vote.
- Written ballots may be used. **Note:** All ballots must be signed.

Caucuses that elect **three (3) or more** delegates:

- You should not elect more than half of the delegates plus one on the first round of voting.
 - For example: If your caucus is electing 6 delegates, you should have two elections for delegates. In the first round, you should elect no more than 4 delegates. Those delegates that did not win in the first round are allowed to run again in the second round.
- Delegates shall be elected by a simple majority vote.
- Written ballots may be used. **Note:** All ballots must be signed.

Ratification of the Slate

At this time the caucus attendees must leave their groups and come back together as one caucus to ratify the slate of delegates and alternates.

- Ratification shall mean that it is the sense of the caucus that the procedures used by the various preference groups were in conformity with the required procedures under the Constitution of the Iowa Democratic Party and applicable caucus procedures and rules.

The caucus chair shall now call for the ratification of the slate of delegates and alternate delegates by saying: "All those in favor of ratifying this slate of delegates and alternate delegates shall signify by saying 'aye'" . . . all those opposed, say 'no'."

- A majority vote is required.

Election of Co. Convention Comm. Reps

The entire caucus shall nominate persons to serve on both the Platform Committee and the Committee on Committees for the County Convention from the delegates and alternate delegates just elected.

What are the Platform Committee and the Committee on Committees?

- Representatives on the Platform Committee will help determine which platform resolutions are submitted to the State Convention for ratification in the State Democratic Party Platform.
- Representatives who serve on the Committee on Committees will be divided up among the following committees for the County Convention: Rules, Credentials or Arrangements.

Election of Precinct Committee Persons

Precinct Committee members are the first level of organization within the Iowa Democratic Party, and they are elected at the precinct caucuses.

Precinct Committee persons are elected by the entire caucus

- Two people shall be elected unless otherwise noted on the caucus packet
- Anyone can run for precinct committee person
- Written ballots may be used, but must be signed
- Candidates can nominate themselves
- Candidates should be given a brief period of time (usually one or two minutes) to speak to the caucus prior to the voting

The following statement must be read before the election of the Precinct Committee persons:

"The Precinct Committee person is elected by the Democrats of this precinct to represent them on the County Democratic Central Committee and must accept the following responsibilities:

- Represent the Democrats of this precinct on the county central committee,
- Attend all meetings of the county central committee,
- Never support a candidate, who is running against a Democratic nominee while holding this office,
- Attend all other functions, events and meetings of the Democratic county party,
- Maintain regular contact with Democrats in this precinct,
- Help the county party conduct precinct caucuses and county conventions,
- Assist the county party with fundraising efforts,
- Register new Democratic voters,
- Assist the county party in recruiting volunteers and new county party activists,
- Participate in the Iowa Democratic Party's Voter Identification Program,

- Participate in the Iowa Democratic Party's Get-Out-The-Vote Program and other election year activities,
- Know the geography and demographics of this precinct,
- Share information in your possession because you are a precinct committee person and/or a member of the county central committee member with all Democratic primary candidates equally,
- Represent this precinct at special nominating conventions for ballot vacancies or special election ballots,
- Elect county central committee officers and fill county central committee vacancies,
- Perform other tasks that will assist in the election of all Democratic candidates."

Resolution Discussion and Adoption

At this point, the caucus will discuss and adopt resolutions to be submitted to the County platform committee.

Resolutions are proposed by the caucus participants

- Time should be given for discussion before calling the resolution to a vote.
- The caucus chair may wish to limit discussion on resolutions by setting reasonable time limits.
- A Resolution Submission Form should be fully completed for each resolution passed by the caucus.

New Business/Adjournment

Caucus attendees are asked if there is any other business that they wish to come before the caucus.

- Examples may include announcements of upcoming party and candidate events.

Assuming that there is no further business for the caucus, the caucus chair will adjourn the caucus by saying: "Hearing no further business, this caucus is now adjourned. Thank you all for coming."

Appendix A – FAQ's

Registration

What are the residency requirements in Iowa?

- Essentially if a person lives in the precinct and has for some time they are an Iowa resident and can register to vote. However they must still register to vote and doing so revokes their residency and voter registration in another place. The relevant sections of the Iowa Code are listed in Appendix C.

Caucus Credentialing

The Iowa Democratic Party is currently working on guidelines for credentialing media for local caucuses as well as for the reporting center in Des Moines. Details will be announced as soon as they are finalized.

Seeing the Results

There are two ways for media to track the results of the caucus – at the Polk County Convention Center and on the Iowa Democratic Party's caucus results websites.

- The Iowa Democratic Party will be bringing media the caucus results live from the Polk County Convention Center. Credentialed media will see real-time caucus results updating as quickly as possible to bring you the most up to date information available.
- There will be two separate websites available for tracking the results on caucus night: a media website and a public website. The public site will be open to everyone around the world to see very basic results from the caucuses. The media site will be password protected and media must contact the IDP to receive access to the more detailed results this site will feature. Both websites will be constantly updating as close to real time as possible. Details on getting access to the media site will be announced as soon as they are finalized.

Appendix B – Delegate Apportionment

Apportioning State Delegates to the Counties

Delegates to the State Convention are apportioned out to the counties by the State Party according to:

- The size of the State Convention
- The ratio of the total Kerry & Culver vote received in the **county** TO the total Kerry & Culver vote received in the **state**.

The State Convention **delegate apportionment formula** looks like this:

$$\frac{\text{Kerry + Culver County Vote Total}}{\text{Kerry + Culver State Vote Total}} \times \text{State Delegate Total} = \text{\# of State Delegates}$$

Round down anything lower than 0.50 and round up anything higher than 0.50.

Example: 2008 Tama County

Scenario:

- The **State Convention** will have **2,500 Delegates**
- Tama County had a combined vote total of **8,252** votes for Kerry '04 and Culver '06
- Iowa had **1,310,865** total votes for Kerry '04 and Culver '06

So the formula would be filled out as such:

The diagram shows the formula $(8,252 \div 1,310,865) \times 2500 = 15.737$ with arrows pointing to its components:

- An arrow from "Tama County Vote" points to the numerator 8,252.
- An arrow from "# of State Convention Delegates" points to the multiplier 2500.
- An arrow from "State of Iowa Vote" points to the denominator 1,310,865.
- An arrow from "# of County Delegates to State Convention" points to the result 15.737.

Tama County will be apportioned **sixteen (16) delegates** to the **State Convention** to be elected at the **County Convention**.

Below is a chart showing the delegates to the state convention for each county in Iowa.

County	Delegates to the State Convention
Adair	6
Adams	3
Allamakee	12
APPANOOSE	11
Audubon	5
Benton	23
Blackhawk	117
Boone	24
Bremer	21
Buchanan	20
Buena Vista	12
Butler	11
Calhoun	8
CARROLL	16
Cass	9
Cedar	16
Cerro Gordo	46
Cherokee	10
Chickasaw	13
Clarke	8
Clay	12
Clayton	16
Clinton	46
Crawford	10
Dallas	39
Davis	6
Decatur	6
Delaware	15
Des Moines	41
Dickinson	14
Dubuque	90
Emmet	8
Fayette	18
Floyd	15
Franklin	8
Fremont	5
Greene	8
Grundy	8
Guthrie	9
Hamilton	14
Hancock	9
Hardin	14
Harrison	10

Henry	14
Howard	9
Humboldt	7
Ida	5
Iowa	13
Jackson	20
Jasper	35
Jefferson	15
Johnson	137
Jones	18
Keokuk	8
Kossuth	14
Lee	34
Linn	202
Louisa	8
Lucas	7
Lyon	4
Madison	12
Mahaska	13
Marion	23
Marshall	32
MILLS	7
MITCHELL	10
MONONA	8
MONROE	6
MONTGOMERY	6
MUSCATINE	32
O'BRIEN	7
OSCEOLA	3
PAGE	7
PALO ALTO	8
PLYMOUTH	13
POCAHONTAS	6
POLK	358
POTTAWATTAMIE	55
POWESHIEK	17
RINGGOLD	5
SAC	7
SCOTT	142
SHELBY	8
SIOUX	7
STORY	77
TAMA	16
TAYLOR	5
UNION	9
VAN BUREN	5
WAPELLO	31
WARREN	38

WASHINGTON	16
WAYNE	5
WEBSTER	32
WINNEBAGO	9
WINNESHEIK	17
WOODBURY	68
WORTH	8
WRIGHT	10

Apportioning County Delegates to the Precincts

Delegates to county conventions are elected on Caucus night. Precincts are rewarded for their Democratic performance with delegates.

Each county chair determines how many delegates will go to their county convention (these are the delegates elected on Caucus night). This number sounds arbitrary; however, it is based on several factors including: 1) past convention size, 2) county party strength and 3) number of registered Democrats in the county.

Delegates to the County Convention are apportioned out to the precincts by County Party according to:

- The size of the County Convention
- The ratio of the total Kerry & Culver vote received in the Precinct **TO** the total Kerry & Culver vote received in the County.

Round down anything lower than 0.50 and round up anything higher than 0.50.

The County Convention **delegate apportionment formula** looks like this:

$$\frac{\text{Kerry + Culver Precinct Vote Total}}{\text{Kerry + Culver County Vote Total}} \times \text{County Delegate Total} = \# \text{ of precinct delegates}$$

Example: 2008 Tama County

Scenario:

- Tama County will have **85 Delegates** at their **County Convention**
- Carlton precinct in Tama County had a combined vote total of **459** votes for Kerry '04 and Culver '06
- Tama County had a combined vote total of **8,252** votes for Kerry '04 and Culver '06

So the formula would be filled out as such:

$$\begin{array}{ccccccc} & & \text{\# of County Convention Delegates} & & & & \\ & & \downarrow & & & & \\ \text{Carlton Pct Vote} & \rightarrow & (459 \div 8,252) & \times & 85 & = & 4.727 \leftarrow \text{\# of Precinct Delegates to County Convention} \\ & & \nwarrow & & & & \\ & & \text{Tama County Vote} & & & & \end{array}$$

Carlton precinct in Tama County will be apportioned **Five (5) Delegates** to elect on Caucus night.

Example: 2008 Tama County

Tama County wants 85 delegates to their County Convention. After the county convention size is determined, the ratio of total precinct votes to total county votes (for each precinct), is used to

distribute or “apportion” delegates out to the precincts. For example, the delegate apportionment for Tama County looks like this:

County	Precinct	Votes	Formula	Delegates	Actual Del.
Tama	Carlton	459	$(459/8252) \times 85$	4.727	5
Tama	Carroll Oneida	390	$(390/8252) \times 85$	4.017	4
Tama	Clark Geneseo	860	$(860/8252) \times 85$	8.858	9
Tama	Columbia	165	$(165/8252) \times 85$	1.699	2
Tama	Grand	106	$(106/8252) \times 85$	1.091	1
Tama	Highland Indian...	450	$(450/8252) \times 85$	4.635	5
Tama	Lincoln	173	$(173/8252) \times 85$	1.781	2
Tama	Perry E. Crystal...	1,040	$(1040/8252) \times 85$	10.712	11
Tama	Richland Salt Cr	274	$(274/8252) \times 85$	2.822	3
Tama	Spring Creek...	607	$(607/8252) \times 85$	6.252	6
Tama	Tama/Otter...	1,569	$(1569/8252) \times 85$	16.161	16
Tama	Toledo 1	699	$(699/8252) \times 85$	7.200	7
Tama	Toledo 2	347	$(347/8252) \times 85$	3.574	4
Tama	Toledo 3	419	$(419/8252) \times 85$	4.315	4
Tama	Tribal Center	406	$(406/8252) \times 85$	4.182	4
Tama	York	288	$(288/8252) \times 85$	2.966	3
Totals		8,252			86

Notice that the rounded delegates add up to 86, not 85 as had been specified by the county chair. In any case where we have too many delegates after rounding, we have to remove a delegate(s). We cannot take away a precinct’s only delegate, because each precinct, no matter the size, is guaranteed at least one delegate.

With that in mind, we look to the precinct with the fraction closest to but greater than 0.50; in this case, it is Toledo 2:

County	Precinct	Votes	Formula	Delegates	Actual Del.
Tama	Toledo 2	347	$(347/8252) \times 85$	3.574	4

Toledo 2 has 3.574 delegates and we rounded up to 4. Since that precinct had the smallest fraction that was rounded up, we will take away one delegate to achieve the even 85 convention delegates.

If after rounding, we have too few delegates, we follow the same procedure. We look to the precinct with the fraction closest to but less than 0.50 and add a delegate.

We do not add or subtract more than one delegate from any one precinct. For however many delegates we need to add or subtract, we find precincts with the closest fraction to 0.50.

Appendix C – State Delegate Equivalency

The State Delegate Equivalency will be the number(s) that we use to determine how the candidates for President finish in the Precinct Caucuses.

Statewide equivalency is determined by two factors:

Number of delegates won by a presidential candidate in a given precinct **AND** that county's unique county ratio.

County Ratio – Because of the unique county ratio, this formula is specific to each county. For each Precinct Caucus, it generates a percentage of the delegates to the State Convention that would likely come from that precinct in support of that Presidential Candidate.

The County Ratio is determined by the following formula:

$$\left[\frac{\text{Total County Delegates to State Convention}}{\text{Total Delegates to the County Convention}} \right]$$

Therefore, the **State Delegate Equivalency** is determined by the following formula:

$$[\text{Delegates Won}] \times [\text{County Ratio}]$$

Example: Precinct A

Scenario of Tama County:

- Jefferson won 2 **delegates** to the **County Convention** on Caucus Night.
- Tama County has set their **County Convention** size at 85 and will elect 16 **delegates** to the **State Convention**.

The **County Ratio** for Tama County would be:

$$\frac{\text{Delegates to State Convention}}{\text{Delegates to County Convention}} = \frac{16}{85} = 0.18$$

Plugging the **County Ratio** into the **State Delegate Equivalency** Formula:

$$\begin{array}{ccc} \nearrow & 2 \text{ Delegates for Jefferson} \times 0.18 & = 0.36 \text{ SDE's} \\ \text{Delegates won by} & & \nwarrow \\ \text{Presidential Candidate} & \text{County Ratio} & \\ \text{at Precinct Caucus} & & \end{array}$$

When the above formula is completed for every precinct in the state, the state delegate equivalencies for each candidate are totaled up. That number is then divided by the total State Convention Delegates to determine the percentage of State Convention Delegates each candidate has won on Caucus Night. This is the number reported to the media on Caucus Night.

The final result is determined by the following formula:

$$\left[\frac{\text{Total State Delegate Equivalency}}{\text{Total State Convention Delegates}} \right]$$